

October 19, 2022

CALIFORNIA DEPARTMENT OF SOCIAL SERVICES

EXECUTIVE SUMMARY

ALL COUNTY INFORMATION NOTICE NO. I-69-22

The purpose of this All County Information Notice (ACIN) is to provide information regarding the updates and submission of the 2022 Child Welfare Services (CWS) Disaster Response Plan. This letter is being sent to all 58 county Child Welfare Directors (CWD) and Chief Probation Officers (CPO), all Adoption Regional and Field Offices and all Federally Recognized Tribes.



KIM JOHNSON
DIRECTOR

CALIFORNIA HEALTH & HUMAN SERVICES AGENCY
DEPARTMENT OF SOCIAL SERVICES
744 P Street • Sacramento, CA 95814 • www.cdss.ca.gov



GAVIN NEWSOM
GOVERNOR

October 19, 2022

ALL COUNTY INFORMATION NOTICE NO. I-69-22

TO: ALL COUNTY CHILD WELFARE DIRECTORS
ALL COUNTY CHIEF PROBATION OFFICERS
ALL ADOPTION REGIONAL AND FIELD OFFICES
ALL FEDERALLY RECOGNIZED TRIBES

SUBJECT: THE 2022 ANNUAL CHILD WELFARE SERVICES (CWS)
DISASTER RESPONSE PLAN UPDATE

REFERENCE: [CHILD AND FAMILY SERVICES IMPROVEMENT ACT OF 2006](#)
[PUBLIC LAW 109-288](#); [WELFARE AND INSTITUTIONS CODE](#)
[SECTION 16500.1 \(c\)\(1\)](#); [ACIN I-52-21 ANNUAL CHILD](#)
[WELFARE SERVICES \(CWS\) DISASTER RESPONSE PLAN](#)
[UPDATE](#)

Pursuant to the Child and Family Services Improvement Act of 2006, PL 109-288, Section 6 (16): Part B Section 422 of Title IV of the Social Security Act; and the WIC Section 16500.1(c)(1); the California Department of Social Services (CDSS) as the single state agency is mandated to oversee CWS Disaster Response Plans for California.

The CDSS requires the county Child Welfare Directors (CWD) and Chief Probation Officers (CPO) to submit the CWS Disaster Plan on an annual basis. The updated CWS Disaster Plan template is attached to this ACIN. The county CWD and CPO is requested to submit the updated CWS Disaster Response Plan to the CDSS by December 31, 2022.

In an effort for continued improvements to the CWS Disaster Response template, minor revisions were made. These revisions include numbering the questions as they relate to the CWS Disaster Response Guide, clarifying the language of questions, removal of repetitive questions and the combination of corresponding questions. Also, county agents are expected to collaborate and coordinate with local Tribes in their county to ensure Disaster Response Plan development processes.

The CDSS is requesting that the county CWD and CPO complete the updated 2022 CWS Disaster Plan with the current contact information such as names, email addresses, and telephone numbers of the person(s) managing or overseeing the emergency planning in their county, including the contact person for the Interstate Compact in the Placement of Children. The CDSS is requesting that the county fully describe the detailed process function of each item listed in the template. To do so, the 2022 CWS Disaster Response Guide is also attached and may be used to specify what information can be included.

The completed 2022 CWS Disaster plan and any attachments, may be submitted to the address listed below or emailed to CWSDisasterResponsePlans@dss.ca.gov.

California Department of Social Services
Disaster Planning and Response Unit
Attention: CWS Disaster Plans
744 P Street, MS 8-12-522
Sacramento, CA 95814

If you have any questions regarding the submission or completion of the CWS Disaster Response Plan template, please call (916) 651-8100 or e-mail CWSDisasterResponsePlans@dss.ca.gov.

Sincerely,

Original Document Signed By:

DAVID MCDOWELL, Ph.D.
Chief, Children's Services Quality Management Branch
Children and Family Services Division

Attachment

c: CWDA

CHILD WELFARE SERVICES DISASTER RESPONSE PLAN - GUIDE

Pursuant to the Child and Family Services Improvement Act of 2006, PL 109-288, Section 6 (16); Part B Section 422 of Title IV of the Social Security Act; and the WIC Section 16500.1(c)(1); the California Department of Social Services (CDSS) is the single state agency mandated to oversee CWS Disaster Response Plans for California.

County Child Welfare Directors (CWD) and Chief Probation Officers (CPO) are required to submit the CWS Disaster Plan to CDSS on an annual basis. The CWS Disaster Plans should fully describe the detailed process function of each item listed in the template. To do so, this guide was developed to specify what information can be included in each section.

For help identifying your local Tribes, please use the following resources: [BIA local agency offices](#), the [Pacific Regional Office in the Sacramento area](#), or the Central Office in Washington, D.C. Contact information for a child's Tribe must be sought by emailing the CDSS at ICWAinquiry@dss.ca.gov. The CDSS is only able to assist with providing names and contact information for the Tribe(s) in which the child is or may be a member. The agency should contact the Office of Tribal Affairs at TribalAffairs@dss.ca.gov if they are unable to ascertain tribal contact information from the BIA and the CDSS ICWA Inquiry mailbox.

CWS Disaster Response Criteria A:	Describe your process to identify, locate, and continue availability of services for CWS children, Probation children, nonminor dependents, including nonminor dependents residing in foster care, out-of-county placements, children placed in or out of California through the Interstate Compact in the Placement of Children (ICPC), out-of-state nonminor dependents under county care or on supervision who are displaced or adversely affected by a disaster, and cross coordination with Tribal representative for Indian children in placements.
1. Identification and location process for children and nonminor dependents (NMDs) in care of CWS and/or Probation, including those in probation residing in foster care or out-of-county placements, ICPC children, or out-of-state who may be displaced:	<ul style="list-style-type: none">• Is there a designated staff who is in charge of identifying and locating CWS and Probation children?• What mechanisms or processes are in place for getting current placement information of children and families in a disaster zone?<ul style="list-style-type: none">○ For example: CWS/CMS, Safe Measures, etc.○ How are these used and who has access?• Is there a designated staff who is in charge of reaching out to the Tribal representatives involved with the ICWA matters regarding the Indian children in care?• What mechanisms or processes are in place for ensuring placement information is regularly shared with the Tribe for Indian children, and kept up to date?

CHILD WELFARE SERVICES DISASTER RESPONSE PLAN - GUIDE

CWS Disaster Response Criteria A:	Describe your process to identify, locate, and continue availability of services for CWS children, Probation children, nonminor dependents, including nonminor dependents residing in foster care, out-of-county placements, children placed in or out of California through the Interstate Compact in the Placement of Children (ICPC), out-of-state nonminor dependents under county care or on supervision who are displaced or adversely affected by a disaster, and cross coordination with Tribal representative for Indian children in placements.
2. Communication process with caregivers:	<ul style="list-style-type: none"> • How will your county stay in communication with caregivers? • Is there a designated phone number set up for caregivers in a time of disaster? <ul style="list-style-type: none"> ○ What is the toll-free phone number? • What information is shared with caregivers before, during, and after a disaster? • How will your county coordinate communication with tribally specified placements and the Tribal representative(s)?
3. Please specify the identification of evacuation procedures for an event known and not known in advance:	<ul style="list-style-type: none"> • Outline where to find your county's evacuation procedures and summarize the steps. • Who are the key entities/individuals to know in relationship to the evacuation process? • Include any adjustments that are made when the evacuation is unplanned and how it is communicated. <ul style="list-style-type: none"> ○ For example: Is there an alert system or additional steps for notifying after hours and with urgency? • How often is it updated and tested?
4. Identification of shelters:	<ul style="list-style-type: none"> • Is there a contact person providing this shelter list? • Be more specific about what is meant by a "shelter," include those that are permanent and locations that are pre-determined in a time of a disaster. • Provide a list of shelters and or how the list may be accessed during a disaster?
5. Parental notification procedures:	<ul style="list-style-type: none"> • What is the process for notifying parents and attorneys that their child in foster-care or in probation placement has been or has not been impacted by the disaster?

CHILD WELFARE SERVICES DISASTER RESPONSE PLAN - GUIDE

CWS Disaster Response Criteria A:	Describe your process to identify, locate, and continue availability of services for CWS children, Probation children, nonminor dependents, including nonminor dependents residing in foster care, out-of-county placements, children placed in or out of California through the Interstate Compact in the Placement of Children (ICPC), out-of-state nonminor dependents under county care or on supervision who are displaced or adversely affected by a disaster, and cross coordination with Tribal representative for Indian children in placements.
6. County notification procedures to Tribes for Indian children:	<ul style="list-style-type: none"> • What is the method of communication with current tribal representatives? • What is the method of communication with tribal leaders regarding sharing information and emergency operations? • List Tribes located in the County. • Please provide names of current tribal contacts and any backup contacts if the primary contact is unavailable.
7. Alternative processes for providing continued services and new services:	<ul style="list-style-type: none"> • How will services be maintained during the disaster? <ul style="list-style-type: none"> ◦ Describe the communication process with visitation, mental health services, education, and other services related to the case plan's permanency goal. • Who will provide disaster related services? • How will your county ensure new services are provided during disasters? • How will new services be implemented? • How will your county ensure timeliness of the new services?
8. Staff assignment process:	<ul style="list-style-type: none"> • How will staff be assigned to work during a disaster? • Who will cover the workload of staff personally impacted by the disaster? • Who will be on call to manage any situation as needed? • What is the chain of command, etc.? • Specify the process of disseminating information.
9. Workload planning:	<ul style="list-style-type: none"> • Describe the workload planning when a disaster occurs, and staff are reassigned. • How will your county ensure daily duties are being completed? • How is workload being managed during a disaster to ensure needs are being met? • Are there enough staff to fulfill disaster response functions? • How will your county ensure continuity of services?

CHILD WELFARE SERVICES DISASTER RESPONSE PLAN - GUIDE

CWS Disaster Response Criteria A:	Describe your process to identify, locate, and continue availability of services for CWS children, Probation children, nonminor dependents, including nonminor dependents residing in foster care, out-of-county placements, children placed in or out of California through the Interstate Compact in the Placement of Children (ICPC), out-of-state nonminor dependents under county care or on supervision who are displaced or adversely affected by a disaster, and cross coordination with Tribal representative for Indian children in placements.
10. Alternative locations for operations:	<ul style="list-style-type: none"> • Who provides these locations and how is this information disseminated? <ul style="list-style-type: none"> ○ Include locations that are already identified. • Are there agreements with neighboring counties? Tribes out-of-county? <ul style="list-style-type: none"> ○ If not, should there be?
11. Orientation and ongoing training for staff and Resource Families:	<ul style="list-style-type: none"> • When are new staff trained in disaster planning? • What trainings are required for staff and at what frequency (i.e. active shooter, pandemics, fire, evacuations, etc.)? • Include Resource Family trainings and disaster preparations. • Include cross-coordination with Tribes regarding training and disaster preparation.

CWS Disaster Response Criteria B:	Respond, as appropriate, to new CWS cases in areas adversely affected by a disaster, and provide services in those cases:
12. Investigation process and the circumstances surrounding the child's potential entrance into care:	<ul style="list-style-type: none"> • During disasters how and what systems/methods are in place to receive new referrals? • How will your county ensure that investigations of new referrals will continue to take place? • Who are the staff responsible for responding to new referrals and conducting investigations? • How will staff ensure that there is contact and coordination with any Tribes when information is provided that the child is or may be an Indian child? • How will the new referrals be investigated? By phone, in person, etc.? • What efforts are in place to ensure joint investigation in the case of an Indian child with the Tribe? • What agreements are in place with the local Tribes to ensure the continuity of investigations in disasters?

CHILD WELFARE SERVICES DISASTER RESPONSE PLAN - GUIDE

CWS Disaster Response Criteria B:	Respond, as appropriate, to new CWS cases in areas adversely affected by a disaster, and provide services in those cases:
	<ul style="list-style-type: none"> • What efforts are in place to ensure joint investigation in the case of an Indian child with the Tribe? • What pre-placement supports, and services will be taken by your county to prevent the child's entry into care? • What ongoing active efforts are identified for Indian children to prevent entry into care? • What are the criteria for when and how the child will enter into CWS? <ul style="list-style-type: none"> ○ What is the timeframe for when that determination is made? ○ Who is involved in making this determination? • What family finding efforts will be made to ensure children and families can be reunified? • What cross coordination family finding efforts are in place between the agency and local Tribes? With non-local Tribes? • What steps will be taken for displaced children whose parents are not immediately found? • How will your county ensure continuity of services in order to reunify children with their families safely and when appropriate?
13. Identification of Indian child status and engagement of existing and new tribal partners:	<ul style="list-style-type: none"> • How does your county inquire with referrals, whether a child is or may be an Indian child under the Indian Child Welfare Act (ICWA)? • How does your county notify current or new tribal partners of a new Indian child case during a disaster? • How does the tribe notify your county of the status of their children and parents during a disaster? • How does your county engage and work with existing and new tribes during a disaster?

CHILD WELFARE SERVICES DISASTER RESPONSE PLAN - GUIDE

CWS Disaster Response Criteria C:	Address and provide care for unaccompanied minors:
14. Describe the structure – CWS personnel and staff or chain of command providing services and care for unaccompanied minors:	<ul style="list-style-type: none"> Describe the staff/ personnel, back up coverage, chain of command, etc. who will be providing services and care of unaccompanied minors during disasters.
15. Address language barriers to communicate quickly and effectively:	<ul style="list-style-type: none"> How will your county meet the language needs of these minors and their families? What language services are available if bi-lingual staff is not available or able to assist? Is there a telephonic language line available? Provide the phone number. How are staff informed of these language services available?
16. Identify and collaborate with the Tribe regarding the unaccompanied minor:	<ul style="list-style-type: none"> How will your county work with existing and new tribal partners of any unaccompanied minor identified during a disaster? What active efforts will your county make to prevent an unaccompanied Indian child from entering care during a disaster? How will the agency make active efforts to connect the unaccompanied minor with their family or a tribal family while separated from their parents/guardians?
17. Determine likelihood of reunification and steps toward reunification:	<ul style="list-style-type: none"> What is the likelihood of reunification for unaccompanied minors with their families? What steps/services will your county take to ensure the safe reunification of unaccompanied minors with their families?
18. Assess and make a determination within 30 days:	<ul style="list-style-type: none"> What is the likely outcome for unaccompanied minors whose parents/legal guardians are not found within 30 days? What services/supports/reunification efforts will be made for unaccompanied minors within 30 days and beyond? What agencies (i.e. law enforcement, National Crime Information Center (NCIC), National Center for Missing and Exploited Children (NECLC), National Emergency Child Locator Center (NECLC), etc., will your county contact regarding unaccompanied minors who have been separated from their caregivers?

CHILD WELFARE SERVICES DISASTER RESPONSE PLAN - GUIDE

CWS Disaster Response Criteria D:	Remain in communication with caseworkers and other essential CWS personnel who are displaced because of a disaster:
19. Describe the communication structure with staff:	<ul style="list-style-type: none"> • Who does this communication structure consist of? • Identify the staff. • What is the method of communication?
20. Communication structure – CWS personnel (phone tree):	<ul style="list-style-type: none"> • Who does this communication structure consist of? • Identify the CWS personnel. • What is the method of communication? • What notification system does your county use? <ul style="list-style-type: none"> ○ How often is this updated? • Describe how the local Tribes will be notified of any plans.
21. Communication structure – contracted services:	<ul style="list-style-type: none"> • Who does this communication structure consist of? • Identify the contracted services. • Who is in charge of visitation supervisors? • What is the method of communication?
22. Communication process when all normal channels are unavailable:	<ul style="list-style-type: none"> • What are the normal channels of communication? • What is the backup method of communication? • What are the different types of communication methods? • How will your county communicate the information through radio, television, and other communication outlets if necessary?
23. Communication frequency:	<ul style="list-style-type: none"> • How often will your county be in communication? • What does that communication look like?
24. Communication with all media:	<ul style="list-style-type: none"> • What are the different types of communication outlets? • How will your county communicate with all media? What is the method? • Who is the Public Information Officer? • Who is responsible for communicating with the Public Information Officer?

CHILD WELFARE SERVICES DISASTER RESPONSE PLAN - GUIDE

CWS Disaster Response Criteria D:	Remain in communication with caseworkers and other essential CWS personnel who are displaced because of a disaster:
<p>25 Communication with volunteers:</p>	<ul style="list-style-type: none"> • Does your county plan to use volunteers during a disaster? <ul style="list-style-type: none"> ○ If so, how? What role would the volunteers play? • Can the volunteers work from home? <ul style="list-style-type: none"> ○ For example, can parent volunteers support birth parents via telephone rather than in-person meetings, if the birth parents have access to a telephone? • How will your county notify volunteers of a disaster? • How will volunteers notify your county of a disaster in their area in which they are unable to work? • What information will be shared with volunteers? • Is there a secure channel of communication that your county has identified? • What is your county's method and frequency for communication?
<p>26 Establishment of a toll-free number prior to disaster including Telecommunication Device for the Deaf (TDD):</p>	<ul style="list-style-type: none"> • Provide the toll-free number • Where will this toll-free number be posted? • What information will be provided to the caller when they call this toll-free number?

CHILD WELFARE SERVICES DISASTER RESPONSE PLAN - GUIDE

CWS Disaster Response Criteria E:	Preserve essential program records:
27. Record preservation process:	<ul style="list-style-type: none"> • How will your county ensure physical records will not be damaged? <ul style="list-style-type: none"> ○ For example, if there is a fire and the sprinklers are activated, it would damage any files or papers that have not been filed or if staff leaves case files out on their desks. • Explain your county's electronic data backup system works. <ul style="list-style-type: none"> ○ For example, is the network backed up once a day or twice a day?
28. Use of off-site back-up system:	<ul style="list-style-type: none"> • If SafeMeasures, CWS/CMS, Binti, SharePoint, etc. are not working during the disaster, what is your county's backup plan to obtain data to ensure the safety of children and families? • Does your county have access to tokens to access the network? • Can staff work in alternative location? If so, please describe the location.

CWS Disaster Response Criteria F:	Coordinate services and share information with other states, counties and tribes; include a description of the process utilized by the county to ensure that information regarding children placed pursuant to the ICPC occurs with both the sending state and CDSS; include a description of the coordination conducted with tribes in the development of this disaster response plan:
29. ICPC reporting process must include a process that disseminates information to both the sending state and CDSS:	<ul style="list-style-type: none"> • How will your county notify the sending state about the status of their children? • How will the sending state contact your county about the status of their children? • How will your county contact the sending state for the status of their children? • Does your county have a secondary contact for the sending state in case the primary contact is unavailable? • Does the sending state have a secondary contact for your county in case the primary contact is unavailable? • What information will your county provide (i.e. location of the families, current health status of the families, etc.)?

CHILD WELFARE SERVICES DISASTER RESPONSE PLAN - GUIDE

CWS Disaster Response Criteria F:	Coordinate services and share information with other states, counties and tribes; include a description of the process utilized by the county to ensure that information regarding children placed pursuant to the ICPC occurs with both the sending state and CDSS; include a description of the coordination conducted with tribes in the development of this disaster response plan:
30. Mental health and other contracted providers:	<ul style="list-style-type: none"> • How will your county notify mental health and other contracted providers such as Wraparound, AOD, etc. to cancel/reschedule appointments? • Is your county utilizing mental health providers located within the county to provide services to children and families during a disaster? • How will your county ensure service continuation during and after a disaster?
31. Courts:	<ul style="list-style-type: none"> • How will your county notify courts of the status of the children and parents? • How will your county notify the children and parents' councils? • How will your county and court ensure that essential services needed for the children and families are not delayed such as psychotropic medication authorization?
32. Federal partners and the California Department of Social Services (CDSS):	<ul style="list-style-type: none"> • Are there any federal partners that your county can identify that needs to be notified of the status of your county, the children, and the families? • Who is responsible for communicating with federal partners? • If FEMA is deployed to assist your county, how will you notify families of this available assistance? • How will your county notify CDSS of an emergency? • What information will the county share with CDSS? • Is there a designated staff who will be in communication with CDSS? Are there backup personnel?
33. Tribes:	<ul style="list-style-type: none"> • How has your county worked with tribes, tribal social services programs or emergency response programs to coordinate disaster planning? • How will your county notify the tribes of the status of their children and parents? • How will the tribes notify your county of the status of their children and parents? • How will your county work with the tribe to ensure continuation of critical service are provided? Such as child abuse investigation and reunification?

CHILD WELFARE SERVICES DISASTER RESPONSE PLAN

County/Agency Name	Date Completed	
Name/Title	Telephone Number	
Person Managing/Overseeing Emergency Plan Implementation	Email Address	Telephone Number
ICPC Liaison	Email Address	Telephone Number
Tribal Partners (Include additional Tribal partners in response)	Email Address	Telephone Number

Pursuant to the Child and Family Services Improvement Act of 2006, PL 109-288, Section 6 (16); Part B Section 422 of Title IV of the Social Security Act; and the WIC Section 16500.1(c)(1); the California Department of Social Services (CDSS) as the single state agency is mandated to oversee CWS Disaster Response Plans for California.

The CDSS requires the county Child Welfare Directors (CWD) and Chief Probation Officers (CPO) to submit the CWS Disaster Plan on an annual basis. The CDSS is requesting that the county fully describe the detailed process function of each item listed in the plan. The county CWD and CPO should provide an updated CWS Disaster Plan with current contact information such as names, email addresses, and telephone numbers of the person(s) managing or overseeing the emergency planning in their county, including the contact person for the Interstate Compact on the Placement of Children. The county CWD and CPO are requested to submit an updated CWS Disaster Response Plan to the CDSS annually by December 31, 2022.

For additional assistance completing the disaster response plans, please refer to the CWS Disaster Response Guide.

Disaster Response Plans can be submitted to the address listed below or emailed to CWSDisasterResponsePlans@dss.ca.gov.

California Department of Social Services
Disaster Planning and Response Unit
Attention: CWS Disaster Plans
744 P Street, MS 8-12-522
Sacramento, CA 95814

If you have any questions regarding the submission or completion of the CWS Disaster Response Plan, please call (916) 651-8100 or e-mail CWSDisasterResponsePlans@dss.ca.gov.

CWS Disaster Response Criteria A:	Describe your process to identify, locate, and continue availability of services for CWS children, Probation children, nonminor dependents, including nonminor dependents residing in foster care, out-of-county placements, children placed in or out of California through the Interstate Compact in the Placement of Children (ICPC), out-of-state nonminor dependents under county care or on supervision who are displaced or adversely affected by a disaster, and cross coordination with Tribal representative for Indian children in placements.
1. Identification and location process for children and nonminor dependents (NMDs) in care of CWS and/or Probation, including those in probation residing in foster care or out-of-county placements, ICPC children, or out-of-state who may be displaced:	
2. Communication process with caregivers:	
3. Please specify the identification of evacuation procedures for an event known and not known in advance:	

CWS Disaster Response Criteria A:	Describe your process to identify, locate, and continue availability of services for CWS children, Probation children, nonminor dependents, including nonminor dependents residing in foster care, out-of-county placements, children placed in or out of California through the Interstate Compact in the Placement of Children (ICPC), out-of-state nonminor dependents under county care or on supervision who are displaced or adversely affected by a disaster, and cross coordination with Tribal representative for Indian children in placements.
4. Identification of shelters:	
5. Parental notification procedures:	
6. County notification procedures to Tribes for Indian Children:	

CWS Disaster Response Criteria A:	Describe your process to identify, locate, and continue availability of services for CWS children, Probation children, nonminor dependents, including nonminor dependents residing in foster care, out-of-county placements, children placed in or out of California through the Interstate Compact in the Placement of Children (ICPC), out-of-state nonminor dependents under county care or on supervision who are displaced or adversely affected by a disaster, and cross coordination with Tribal representative for Indian children in placements.
7. Alternative processes for providing continued services and new services:	
8. Staff assignment process:	
9. Workload planning:	

CWS Disaster Response	Describe your process to identify, locate, and continue availability of services for CWS children, Probation children, nonminor dependents, including nonminor dependents residing in foster care, out-of-county placements, children placed in or out of California through the Interstate Compact in the Placement of Children (ICPC), out-of-state nonminor dependents under county care or on supervision who are displaced or adversely affected by a disaster, and cross coordination with Tribal representative for Indian children in placements.
10. Alternative locations for operations:	
11. Orientation and ongoing training for staff and Resource Families:	

CWS Disaster Response Criteria B:	Respond, as appropriate, to new CWS cases in areas adversely affected by a disaster, and provide services in those cases:
12. Investigation process and the circumstances surrounding the child's potential entrance into care:	
13. Identification of Indian child status and engagement of existing and new tribal partners:	

CWS Disaster Response Criteria C:	Address and provide care for unaccompanied minors:
14. Describe the structure – CWS personnel and staff or chain of command providing services and care for unaccompanied minors:	
15. Address language barriers to communicate quickly and effectively:	
16. Identify and collaborate with the Tribe regarding the unaccompanied minor:	

CWS Disaster Response Criteria C:	Address and provide care for unaccompanied minors:
17. Determine likelihood of reunification and steps toward reunification:	
18. Assess and make a determination within 30 days:	

CWS Disaster Response Criteria D:	Remain in communication with caseworkers and other essential CWS personnel who are displaced because of a disaster:
19. Describe the communication structure with staff:	
20. Communication structure – CWS personnel (phone tree):	
21. Communication structure – contracted services:	
22. Communication process when all normal channels are unavailable:	

CWS Disaster Response Criteria D:	Remain in communication with caseworkers and other essential CWS personnel who are displaced because of a disaster:
23. Communication frequency:	
24. Communication with all media:	
25. Communication with volunteers:	
26. Establishment of a toll-free number prior to disaster including Telecommunication Device for the Deaf (TDD):	

CWS Disaster Response Criteria E:	Preserve essential program records:
27. Record preservation process:	
28. Use of off-site back-up system:	

CWS Disaster Response Criteria F:	Coordinate services and share information with other states, counties and tribes; include a description of the process utilized by the county to ensure that information regarding children placed pursuant to the ICPC occurs with both the sending state and CDSS; include a description of the coordination conducted with tribes in the development of this disaster response plan:
29. ICPC reporting process must include a process that disseminates information to both the sending state and CDSS:	
30. Mental health and other contracted providers:	
31. Courts:	

CWS Disaster Response Criteria F:	Coordinate services and share information with other states, counties and tribes; include a description of the process utilized by the county to ensure that information regarding children placed pursuant to the ICPC occurs with both the sending state and CDSS; include a description of the coordination conducted with tribes in the development of this disaster response plan:
32. Federal partners and the California Department of Social Services (CDSS):	
33. Tribes:	